

To: Ariane Hyatt, Oklahoma County Public Buildings Authority Event Coordinator

From: Doug Sanderson, Oklahoma County Election Board

Date: 02/03/2026

This letter serves as our formal request to reserve the Lincoln Building Event Room, located at 4205 N. Lincoln Blvd., OKC, OK 73105.

Date: April 20, 2026 through May 2, 2026 (Tuesday – Saturday)

Time: 10:00 am – 3:00 pm Daily

Title of Event: Precinct Official Training

Purpose: Mandatory biennial training of current and potential precinct officials.

Estimated Attendance: 200 each day

Set-up Time Requested: April 20th – 8:00 am – 1:00 pm for initial set up

Daily 8:00 am – 5:00 pm (after initial set up)

Tear-down Time Requested: May 2nd 3:00 pm – 5:00 pm

Additional Notes:

- We will provide stanchions for crowd control
- We will provide deputies and extra staff

Sincerely,



Doug Sanderson

Secretary

Oklahoma County Election Board